



County of Los Angeles CHIEF EXECUTIVE OFFICE

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February 1, 2011

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

23 February 1, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
ENVIRONMENTAL DOCUMENTATION AND REGULATORY
PERMIT CONSULTANT SUPPORT SERVICES
AWARD CONSULTANT SERVICES AGREEMENTS
VARIOUS CAPITAL PROJECTS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

This action will award and authorize the Department of Public Works to execute as-needed consultant services agreements with Bon Terra Consulting; UltraSystems Environmental, Inc.; Camp Dresser and McKee, Inc.; and PBS & J to provide environmental documentation and regulatory permit consultant support services for various County capital projects.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award and authorize the Director of Public Works to execute as-needed consultant services agreements with Bon Terra Consulting; UltraSystems Environmental, Inc.; Camp Dresser and McKee, Inc.; and PBS & J to provide environmental documentation (California Environmental Quality Act and National Environmental Policy Act) and regulatory permit consultant support services for various County capital projects for a \$600,000 not-to-exceed amount each. The agreements will be for a three-year period commencing upon the issuance of the first notice to proceed. Each contract shall include two one-year options to extend the contract at the Department of Public Works' discretion. Where services for a given project are started but are not completed prior to the stated

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expiration date, the expiration date of the agreement will be thereby automatically extended as necessary to allow for completion of such services.

2. Delegate authority to the Director of Public Works to approve and execute amendments, supplements, and time renewal options related to these agreements within the same monetary limits delegated to the Director of Public Works by your Board for architectural/engineering services contracts on County capital projects and delegate authority to the Director of Public Works to exercise the two 1-year renewal options.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will allow Public Works to procure as-needed environmental consultant services for various County capital projects that require the preparation of environmental documents in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), as well as securing any required regulatory permits.

The County of Los Angeles Environmental Reporting Procedures and Guidelines, adopted by your Board on November 17, 1987, require projects that may have a significant effect on the environment be analyzed for compliance with CEQA. Projects that are federally funded may also require analysis for compliance with NEPA. These as-needed agreements will provide an expeditious and efficient means of procuring environmental consultant services for County capital projects.

The agreements will be awarded for a three-year period with two 1-year renewal options to extend the contract at Public works' discretion for a total potential contract period of five years effective upon issuance of the first notice to proceed.

When environmental consultant services are required, a separate scope of work and work order will be negotiated and authorized for each project within contract limitations. The contracts have been drafted such that the expiration date of the agreements is subject to the following condition: Where services for a given project have been started, but are not completed prior to the stated expiration date, the expiration date of the agreements will be thereby automatically extended as necessary to allow for completion of such services. This is to ensure that there is no loss of continuity of services. In all events, however, the work authorizations will be subject to the maximum monetary caps as they may be amended or supplemented.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Operational Effectiveness (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. The execution of these as-needed environmental consultant services will provide Public Works with access to the necessary expertise and experience to complete the environmental documentation, regulatory permit services, and mitigation of County capital projects.

FISCAL IMPACT/FINANCING

No impact on the County's General Fund is expected from the recommended action.

Each of the four agreements will be executed for a \$600,000 not-to-exceed amount for an aggregate total of \$2,400,000 for the four agreements to be funded by various County capital projects. Sufficient funding for the environmental services will be budgeted in County capital project budgets, which shall be recommended for your Board's approval.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The agreements shall contain terms and conditions supporting your Board's ordinances and policies, including, but not limited to: County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program; County Code Chapter 2.206, Defaulted Property Tax Reduction Program; Board Policy 5.050, County's Greater Avenues for Independence and General Relief Opportunities (GAIN/GROW); Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

ENVIRONMENTAL DOCUMENTATION

The recommended actions are not subject to CEQA as it can be seen with certainty that there is no possibility that the award of these consultant services agreements will have an impact on the environment in accordance with Public Resources Code Section 21065.

CONTRACTING PROCESS

Standard agreements, in the form previously approved by County Counsel, as revised to provide for the aforementioned specialized expiration date provisions, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

On September 16, 2010, Public Works issued a Request for Proposal to 61 firms for as-needed environmental documents consultant CEQA and/or NEPA support services. In addition, this contract opportunity was posted on the Doing Business with Us website as requested by your Board on February 3, 1998. On October 7, 2010, 13 firms submitted proposals. An evaluation committee composed of Public Works' staff evaluated the proposals. The evaluation was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of these proposals, Public Works selected Bon Terra Consulting; UltraSystems Environmental, Inc.; Camp Dresser and McKee, Inc.; and PBS & J as the four most qualified firms to perform the required services.

Bon Terra Consulting's; UltraSystems Environmental, Inc.'s; Camp Dresser and McKee, Inc.'s; and PBS & J's Community Business Enterprises participation data, required certification, and three-year contracting histories with the County are on file with Public Works.

The Request for Proposal, as well as the agreements, includes a Cost of Living Adjustment provision in accordance with your Board Policy that was approved on January 29, 2002.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services or projects as a result of authorizing the recommended consultant services agreements. These agreements will provide necessary environmental services in an efficient manner, enhancing the delivery of Public Works' construction and maintenance projects.

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CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division, and to the Department of Public Works (Architectural Engineering and Project Management I and II Divisions).

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a stylized flourish.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR
DJT:RB:zu

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Office of Affirmative Action Compliance
Public Works